

The University of Tsukuba supports your life events!

Childbirth, Childcare, and Family care Support System

Work-Life Balance



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For Part-time Staff

- For Women
- For Men
- For Men and Women

- As of January 2017. Created based on work rules for part-time staff at the University of Tsukuba's Headquarters, etc.
 - Approved upon request by staff. Check the work rules for details.
 - This is an unofficial translation. This translation is to be used solely as reference material to aid in understanding the original Japanese version.
- N.B. Confirm details of the requirements with the person in charge at your affiliated section.

System in UT	Eligibility		Become pregnant	Start of maternity leave	Birth	End of maternity leave	1 year old	3 years old	Entering elementary school	Finishes Grade 3	Finishes Grade 6	Family care	Summary	
	With pay/Without pay Men	With pay/Without pay Women												
System to support childbirth	Easing of commuting difficulties during pregnancy	With pay	✓		Pregnancy Period								System where the person does not have to work at the beginning or end of the designated working hours when commuting on crowded transportation is recognized as having a negative impact on maintaining health (up to within one hour per day).	
	Health checkups and health guidance for expectant and nursing mothers	With pay	✓		Pregnancy & Nursing Period								System of not having to work for the time approved for undergoing health checkups and health guidance.	
	Breaks and snacks while pregnant	With pay	✓		Pregnancy Period								System where time is granted for rest and snacks when necessary for the expectant mother, for maintaining health.	
	Reduction of work, etc. for expectant and nursing mothers	With pay	✓		Pregnancy & Nursing Period								System that approves the reduction of work or making staff engage in light work.	
	Exemption of expectant and nursing mothers from working overtime, on holidays or late at night	With pay	✓		Pregnancy & Nursing Period								System that restricts work late at night, or outside regular hours, or on holidays.	
	Maternity leave before childbirth	Without pay	✓		8 week period before the due date (or 14 weeks in the case of a multiple pregnancy)									System where leave can be taken from 8 weeks before the due date (or 14 weeks for a multiple pregnancy) until the due date (expected date for a natural childbirth).
	Maternity leave after childbirth	Without pay	✓		8 Weeks from the day after birth									System where 8 weeks leave can be taken from the day after childbirth (six weeks after childbirth, the mother can apply, and if the doctor allows it, the mother can return to work).
System to support childcare	Childcare breaks	Without pay	✓	✓	Under 1 year of age								Breaks deemed necessary to provide child care that may be taken by nursing mothers to feed their child who is less than one year old (2 breaks per day, each less than 30 mins). For fathers with a nursing child, separate requirements may apply for such breaks.	
	Sick/injured child care leave	Without pay	✓	✓	Through to the end of elementary third grade								Leave for taking care of a sick or injured child (5 days per calendar year but 10 days if more than one child; also available in units of hours).	
	Shortened working hours for childcare	Without pay	✓	✓	Through to the end of elementary third grade								System where a part-time staff employed for a year or more can work in the working arrangements specified by the University Corporation.	
	Childcare leave	Without pay	✓	✓	Until the age of three								System where, if certain requirements are met, leave can be taken for a fixed period of time, when caring for a child under the age of three years.	
	Partial leave for childcare	Without pay	✓	✓	Until entering elementary school								System where the staff member does not have to work for a part of the work hours, at the designated starting or finishing time, in order to look after a pre-school-age child. (units of 15 minutes; not to exceed more than two hours in one day). (Time may be reduced in the case of some caring for children).	
System for childcare and family care	Exemption of overtime and work on a holiday	Without pay	✓	✓	Until the age of three							Period when family care is necessary	System where overtime is exempted for staff looking after children who have not reached the age of 3 or who are caring for family members.	
	Limits on overtime	Without pay	✓	✓	Until entering elementary school							Period when family care is necessary	System where overtime is limited to 24 hours per month or 150 hours or less per year for staff caring for children or family members.	
	Exemption from working late at night	Without pay	✓	✓	Until entering elementary school							Period when family care is necessary	System where staff caring for children or family members are exempted working late at night (from 22:00 until 05:00 the next day).	
System for supporting family care	Family care leave	Without pay	✓	✓	Period when family care is necessary								System where, if certain requirements are met, leave is taken to look after a family member who needs care all the time (Possible to acquire for up to three times for periods of less than one year until an aggregate of three years is reached).	
	Partial leave for family care	Without pay	✓	✓	Period when family care is necessary								System where a staff member may work some or none of the number of work hours in one day, when a family member is injured or sick.	
	Family care leave	Without pay	✓	✓	Period when family care is necessary								Leave taken by staff for taking care of a subject family member in a care-requiring condition, such as accompanying them to the hospital, etc. (5 days per calendar year but 10 days if two or more family members require care; it is also possible to take this in units of hours).	
Other systems	"AU" Work-Life Balance Counseling Desk													
	The Diversity Division has established a counseling desk, called "AU", for handling consultations regarding various inquiries regarding diversity promotion and occupational issues.													